

3) Standard Training / Trainer Evaluation

Name of Workshop: _____

Date: _____

Please rate the workshop /trainer for each of the following aspects.

	Not effective			Average effectiveness				Very effective		
Knowledge of subject	1	2	3	4	5	6	7	8	9	10
Organization of sessions	1	2	3	4	5	6	7	8	9	10
Style and delivery	1	2	3	4	5	6	7	8	9	10
Responsiveness to group	1	2	3	4	5	6	7	8	9	10
Producing a nonjudgmental learning climate	1	2	3	4	5	6	7	8	9	10

Satisfaction

How satisfied are you with this workshop?

Very dissatisfied *Neutral* *Very satisfied*

1	2	3	4	5	6	7	8	9	10
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Balance of workshop

How do you rate the balance between input sessions, activities, interaction and discussions?

Limited balance *Balanced*

1	2	3	4	5	6	7	8	9	10
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Why do you give this rating?

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How did you feel about the length of the Workshop?

Too short *Just right* *Too long*

1	2	3	4	5	6	7	8	9	10
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What change would you like see?

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How did you feel about the pacing of the Workshop?

Too short *Just right* *Too long*

1	2	3	4	5	6	7	8	9	10
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What would you do to rectify this?

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How effective were the practical activities?

Ineffective *Just right* *Effective*

1	2	3	4	5	6	7	8	9	10
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Why do you give this rating?

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To what extent was the Workshop logically sequenced?

Poorly sequenced *Well sequenced*

1	2	3	4	5	6	7	8	9	10
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In what way?

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How knowledgeable and/or experienced are you in the techniques and approaches of training?

Not very *Experienced Trainer*

1	2	3	4	5	6	7	8	9	10
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In what way?

.....

Recommend workshop to others

Will you recommend this workshop to other staff?

Definitely not *Neutral* *Definitely Yes*

1	2	3	4	5	6	7	8	9	10
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Why do you give this rating?